

Connecticut's Division of Autism Spectrum Disorder Services



Name: _____

Date of completion: _____

Completed By: _____

LIFESKILLS INVENTORY

N—Never or rarely

S—Sometimes— ¼ of the time

O—Often— ¾ of the time

A—Always

**If a task requires prompting initial with the following codes:*

A—Auditory/Verbal prompt

V—Visual prompt

P--Physical prompt

PERSONAL CARE

Can dress self (including underwear, socks and shoes)	N S O A	Brushes teeth	N S O A
Dresses self in an acceptable fashion—clothing that go together, clothing appropriate for the weather/occasion	N S O A	Dresses in clean clothing	N S O A
Can bathe self	N S O A	Trims fingernails/toenails	N S O A
Bathes or showers	N S O A	Combs/brushes hair	N S O A
Knows how to use soap, shampoo, deodorant, and other personal products	N S O A	Checks appearance in mirror	N S O A
		Uses toilet appropriately	N S O A

COMMENTS:

HEALTH CARE

Takes medication as prescribed	N S O A	Understand medical insurance/copay/	N S O A
--------------------------------	---------	-------------------------------------	---------

Knows how to obtain/ refill/store medication	N	S	O	A	medical/insurance contact				
Schedules own doctor/dentist appointments	N	S	O	A	Manages minor medical needs (i.e. cuts,	N	S	O	A
Knows schedule for medical appointments (i.e. Checkup	N	S	O	A	scrapes, bites, splinters)				
1X/year, teeth cleaning 2X/year)					Knows when to seek medical attention	N	S	O	A

COMMENTS:

FOOD MANAGEMENT

Makes a shopping list and purchases items for meals and household	N	S	O	A	Uses a variety of kitchen appliances effectively and safely	N	S	O	A
Can prepare basic meals for breakfast, lunch and dinner	N	S	O	A	Handles, preps and stores food safely and appropriately	N	S	O	A
Prepares and eats a balanced diet	N	S	O	A	Washes dishes, utensils, pots and pans	N	S	O	A
Understands expiration dates/recognizes food spoilage	N	S	O	A	adequately using dish soap and hot water				
Uses cooking utensils/pots and pans effectively and safe	N	S	O	A	Loads and runs dishwasher	N	S	O	A
Uses oven and stove top safely	N	S	O	A	Operates garbage disposal safely	N	S	O	A
Can operate a microwave	N	S	O	A	Puts dishes, utensils away	N	S	O	A
Cleans counter and stove after preparing meals	N	S	O	A					

COMMENTS:

HOUSEKEEPING

Performs routine house-cleaning to maintain the home in a Reasonably clean state	N	S	O	A	Cleans toilet, bathtub and sink	N	S	O	A
Able to identify and perform chores to do and how often	N	S	O	A	Knows how to dispose of garbage	N	S	O	A
Changes bed linens and make bed	N	S	O	A	Knows and uses appropriate cleaning products for different cleaning jobs	N	S	O	A
Maintains clean linens	N	S	O	A	Washes and dries clothes (home/Laundromat)	N	S	O	A
Uses vacuum cleaner	N	S	O	A	using appropriate laundry products				
Sweeps and washes floors	N	S	O	A	Folds and puts away clean clothing	N	S	O	A
Dusts furniture, cleans counters and windows	N	S	O	A	Uses drawers and closets for storage	N	S	O	A

COMMENTS:

HOUSEHOLD and PERSONAL SAFETY

Knows how to check smoke alarm and change battery	N	S	O	A	Closes and locks doors when leaving home	N	S	O	A
Knows how to use a fire extinguisher	N	S	O	A	Carries a house key when leaving home	N	S	O	A
Knows how to access emergency assistance for utilities	N	S	O	A	without losing it or giving it to others				
Knows who to let in home (or not let in)	N	S	O	A	Has emergency plan	N	S	O	A
Knows how to recognize a minor home emergency (leak in faucet/clogged toilet)	N	S	O	A	Knows how to recognize a major emergency (fire/intruder)	N	S	O	A
Knows not to share information with others about how to get into the house (i.e. where the spare key is)	N	S	O	A	Knows who to call in event of a home or personal emergency (i.e. 911)	N	S	O	A
Knows how to properly store cleaning and hazardous materials	N	S	O	A	Maintain proper hot water heater	N	S	O	A
Knows not to share personal information with strangers	N	S	O	A	Turns off stove and oven after use	N	S	O	A

COMMENTS:

HOUSEHOLD MAINTENANCE

Replaces burned out light bulb	N	S	O	A	Can do minor household repairs	N	S	O	A
Knows how to plunge a toilet	N	S	O	A	Knows how to use simple tools effectively	N	S	O	A
Knows how to regulate heat and AC for personal comfort	N	S	O	A	Cleans up broken glass or spills	N	S	O	A
Knows how to handle household emergencies (HVAC, electrical system, plumbing)	N	S	O	A	Knows need for and schedules fuel delivery	N	S	O	A
Knows to call appropriate repairman/landlord	N	S	O	A	Plugs in electrical appliances safely/uses extension cord when needed	N	S	O	A

COMMENTS:

MONEY MANAGEMENT/BANKING

Knows values of coins and currency	N	S	O	A	Records banking transactions and balances	N	S	O	A
------------------------------------	---	---	---	---	---	---	---	---	---

Can make a transaction at a store and count the change	N	S	O	A	account				
Knows how to use a calculator (add, subtract, multiply, divide	N	S	O	A	Uses SNAP card to purchase groceries	N	S	O	A
Writes checks/makes deposits and withdrawals	N	S	O	A	Cashes and deposits checks	N	S	O	A
Uses debit card for purchases/access money from ATM	N	S	O	A	Pays bills by mail	N	S	O	A
Keeps account number and PIN numbers private	N	S	O	A	Pays bills online	N	S	O	A
Budgets money to cover living expenses/emergency expense	N	S	O	A	Uses credit card responsibly	N	S	O	A
Understands buying on credit, loans, interest and late payment penalties	N	S	O	A	Calculates housing start-up costs (i.e. application fee, security deposit)	N	S	O	A
Understands the difference between “luxury” and “necessities” in food, transportation, clothing, housing	N	S	O	A	Buys items needed at the best price (i.e. on sale, coupons)	N	S	O	A
Obtains qualified help for completing and filing income tax forms	N	S	O	A	Manages entitlement document/services (i.e. Medicaid/SSI/SSDI)	N	S	O	A

COMMENTS:

COMMUNITY SAFETY

Crosses the street at crosswalk/at light	N	S	O	A	Moves out of path of emergency vehicles	N	S	O	A
Looks in both directions before crossing the street	N	S	O	A	Obeys traffic laws when driving	N	S	O	A
Checks for traffic before crossing alley, driveway and parking lots	N	S	O	A	Asks for help when in danger	N	S	O	A
Follows safety precautions posted on different warning signs such as “Danger” and “Do Not Enter”	N	S	O	A	Asks for directions or help if lost	N	S	O	A
Able to recognize and stay away from unsafe environments and predators	N	S	O	A	Seeks out appropriate shelter during storms	N	S	O	A

COMMENTS:

TRANSPORTATION

Knows schedules of public transportation	N	S	O	A	Uses bus/train transfer	N	S	O	A
Selects and uses public transportation independently	N	S	O	A	Gets on correct bus/train to go to desired destination	N	S	O	A
Knows nearest public bus or train stop	N	S	O	A					

Knows how to call a taxi and provide information needed.
and approximate cost of taking a taxi
Ability to adapt to unscheduled route and time changes

N S O A
N S O A

Knows amount of money for required for
bus/train fare

N S O A

COMMENTS:

PHONE

Knows how to call and answer phone/cell phone
Knows/can call emergency contacts
Dials 911 or 0 for help in an emergency
Knows where to report a stolen phone
Can locate telephone number through apps/phonebook
Knows to hang up nuisance or unwanted phone call

N S O A
N S O A
N S O A
N S O A
N S O A
N S O A

Places orders by phone
Understands caller ID
Sends and receives text
Programs cell phone
Understands phone contract and billing
Uses phone for social conversation

N S O A
N S O A
N S O A
N S O A
N S O A
N S O A

COMMENTS:

INTERNET

Understands basic internet safety
Can send, receive and delete emails
Understands and recognizes the dangers of cyber bullying
and online predators
Knows the importance of safe practices in online relationships

N S O A
N S O A
N S O A
N S O A
N S O A

Accesses information on line
Creates and guards passwords
Uses social media sites responsibly
Recognizes Spam and Phishing

N S O A
N S O A
N S O A
N S O A

COMMENTS:

TIME MANAGEMENT

Can tell time
Knows time and date

N S O A
N S O A

Follows/keeps a schedule
Can be on time reliably

N S O A
N S O A

Understands concept of time/estimates amount of time to do a task	N	S	O	A	Able to prioritize what needs to be done	N	S	O	A
Records appointments/events in a planner or on a calendar	N	S	O	A	Sets alarm clock to go off at the correct time to wake up	N	S	O	A
Breaks tasks into manageable steps to meet time allotted	N	S	O	A					

COMMENTS:

CAREER/EMPLOYMENT

Has a reasonable idea of types of employment available to him/her	N	S	O	A	Knows to follow-up after job interview	N	S	O	A
Can complete a job application	N	S	O	A	Dresses appropriately for job	N	S	O	A
Can create a resume and cover letter	N	S	O	A	Arrives on time for work	N	S	O	A
Able to access employment agencies and vocational counselors for help in finding employment	N	S	O	A	Knows work schedule	N	S	O	A
Searches for employment opportunities online/newspaper/contacts	N	S	O	A	Returns from breaks on time	N	S	O	A
Can make an appointment for a job interview	N	S	O	A	Continues working when there are noises and distractions	N	S	O	A
Arrives on time and appropriately dressed and groomed for job interview					Know to contact employer when unable to work	N	S	O	A
During interview asks and answers questions appropriately and realistically	N	S	O	A	Knows who to contact when problems/questions arise	N	S	O	A
Understands job responsibilities and completes tasks	N	S	O	A	Makes changes on the job when asked	N	S	O	A
Initiates work task on his/her own	N	S	O	A	Able to accept constructive criticism	N	S	O	A
Talks to coworkers only when it does not interfere with work	N	S	O	A	Understands employment benefits	N	S	O	A
Can read and understand pay stub (i.e. gross vs. net pay)	N	S	O	A	Has a plan for anger management in the workplace	N	S	O	A

COMMENTS:

COMMUNITY SKILLS/RESOURCES

Can obtain birth certificate and social security card	N	S	O	A	Uses public restroom	N	S	O	A
Knows where the employment office is located	N	S	O	A	Knows how and where to register/vote	N	S	O	A

Can locate nearest supermarket, shopping district, bank, post office, and Laundromat, etc.	N	S	O	A	Engages in community based recreation	N	S	O	A
Can navigate his/her community	N	S	O	A	Can access specialized services (i.e. counseling, clinics, social services)	N	S	O	A
Knows how to access community based services (i.e. hair salon, auto repair, pharmacy)	N	S	O	A	Knows how to access local government resources	N	S	O	A

COMMENTS:

LEISURE SKILLS

Can plan and invite friends to social activities	N	S	O	A	Selects and attends community events	N	S	O	A
Goes out and gets together with friends	N	S	O	A	Makes plans and arranges to attend an activity	N	S	O	A
Engages in solitary leisure activities in and away from home	N	S	O	A	Accepts invitations from others to be involved in social activities	N	S	O	A
Participates in community organizations	N	S	O	A					

COMMENTS:

LEGAL ISSUES

Knows how to respond when encountering law enforcement	N	S	O	A	Understands buying, selling, using marijuana and other illicit drugs are illegal	N	S	O	A
Knows who to call if arrested or victimized	N	S	O	A	Knows legal age for buying alcohol and tobacco product	N	S	O	A
Understands generally what actions are against the law (i.e. shoplifting ,stealing, trespassing, traffic violations)	N	S	O	A					
Knows how to access legal counsel	N	S	O	A					

COMMENTS:

SOCIAL SKILLS

Can introduce self to others (eye contact, hand shake, appropriate touching)	N	S	O	A	Can converse on a variety of topics	N	S	O	A
					Speaks clearly and audibly	N	S	O	A

Is respectful of others personal space/boundaries	N	S	O	A	Asks for help or to obtain/clarify information	N	S	O	A
Is able to initiate and sustain a conversation with others	N	S	O	A	Expresses anger in a nonaggressive manner	N	S	O	A
Can effectively interact with merchants, service providers in the community	N	S	O	A	Demonstrates appropriate behavior in social situation	N	S	O	A
Can listen to and sustain a conversation when opinions/ ideas differ	N	S	O	A					

COMMENTS:

HEALTHY RELATIONSHIPS

Knows and understands the differences in various types of relationships	N	S	O	A	Has the ability to resolve conflicts with others	N	S	O	A
Can close a relationship or say “goodbye” in a healthy manner	N	S	O	A	Can differentiate between healthy and hurtful/dangerous relationships	N	S	O	A
Knows birth control resources (i.e. birth/pregnancy control options, family planning centers)	N	S	O	A	Knows and comprehends the signs of physical and verbal abuse in a relationship	N	S	O	A
Knows consequences of engaging in risky sexual activity	N	S	O	A					
Knows steps to take in the event of a sexual assault	N	S	O	A					

COMMENTS: